

Fence, Deck and Pool

Residential Permit

Village of Weston/ETZ

Date: _____

Permit No. : _____

Payment Type: ☐Cash ☐Check _____

FULL COMPLETION OF THIS FORM IS REQUIRED FOR PROCESSING

-- PLEASE USE THE ONLINE FILLABLE PDF --



5500 Schofield Ave
Weston, WI 54476

PROJECT TYPE AND FEES

<input type="checkbox"/>	New Fence or Alteration	\$30.00 FEE	[44/4421]
<input type="checkbox"/>	New Deck	\$75.00 FEE	[44/4406]
<input type="checkbox"/>	Altering or Expansion of Existing Deck	\$35.00 FEE	[44/4406]
<input type="checkbox"/>	Above Ground Pool	\$50.00 FEE	[44/4480]
<input type="checkbox"/>	In-ground Pool	\$100.00 FEE	[44/4481]

APPLICANT INFORMATION

Owner: _____	Project Address: _____
Mailing _____	
Address: _____	<u>Property Zone:</u> _____
Phone: _____	Cost of Project: _____
Email: _____	

CONTRACTOR INFORMATION

Contractor: _____	
Company: _____	License Number: _____
Address: _____	Phone: _____
	Email: _____

GENERAL BUILDING PERMIT REQUIREMENTS

All property lines **MUST** be established by the applicant prior to the submittal of any building permit. The site plan showing the following features: subject site with lot dimensions, buildings, uses, fences, and other structures; easements; streets, railroads and other public right-of-ways; Driveways; Access restrictions where applicable; water ways, wetlands and floodplain boundaries; existing front, interior and rear yard setbacks. Some parcel information and maps may be obtained via the [Marathon County Land Information Mapping System](#).

Has the site plan been attached? ☐ Yes ☐ No

Does the site plan include ALL the required components listed above? ☐ Yes ☐ No

FENCING REQUIREMENTS – 94.12.03

Street Yard Fences. The maximum height of each fence, wall, or continuous hedge shall be four feet within the front yard and six feet within any interior side or rear yard where the associated lot line abuts a public street. In such instances, fences, walls, and hedges shall be set back a minimum of two feet from the property line abutting the public street.

Interior Side and Rear Yard Fences. The maximum height of each fence or wall in the interior side and rear yard shall be six, and any such fence or wall may be installed up to the property line.

Garden Fences; Fences in Agricultural Districts. Garden fences, and fencing within agricultural zoning districts, shall be exempt from the requirements of this Section, except that all front and street side yard fences shall adhere to the front yard fence requirements for residential districts. Such fences shall not require a zoning or building permit, except for garden fences that are closer than two feet from any property line.

Permanent Fence Appearance. For each permanent fence with a more finished or a more decorative (non-structural) side, such side shall face toward the adjoining property or right-of-way. Residential fences in a front or street side yard shall be of semi-open designs, such as vertical picket, weaved lattice, or wrought iron bars. Each permanent fence shall be of consistent design and color, and color shall be compatible with the predominant color of the principal building on the same lot.

Construction and Maintenance. All fences, landscape walls, or decorative posts shall be constructed and maintained in a structurally sound and attractive manner per manufacturer's instructions. Living hedges must be trimmed so that all limbs remain entirely within the property. Each fence shall be built and maintained with a single material and a single color for its full length.

Prohibited Fences. (1) The use of a fence that delivers an electric shock is prohibited, except for electric fences used for the confinement of livestock or undomesticated animals in any agricultural zoning district. (2) Fences within and adjacent to any residential and RR zoning district, and for residential uses regardless of zoning district, may not be comprised of stranded wire, exposed/reflective metal, or corrugated metal. (3) The use of barbed wire, razor wire, or similar cutting wire is prohibited on any fence, except in any non-residential district on top of a security fence on which the wire is a minimum of eight feet above ground level and the wire section is directed inward, or for confinement of livestock or undomesticated animals in agricultural districts. (4) Snow fences or other fences designed for temporary use shall not be used for a period exceeding 30 days in any residential or non-residential or mixed use zoning district. Snow fences shall not exceed four feet in height, and are prohibited between May 1 and November 1 of each year. No privately owned snow fence shall extend beyond the highway right-of-way line.

☐ Rear/Side Yard:

Height: _____

Material: _____

☐ Front Yard:

Height: _____

Material: _____

Does the proposed fence meet all the requirements listed above?

☐ Yes ☐ No ☐ N/A

DECK REQUIREMENTS

SPS 321.225 Decks. Decks attached to dwellings and detached decks which serve an exit shall comply with the applicable provisions of this chapter, including but not limited to: (1) Excavation requirements of [s. SPS 321.14](#); (2) Footing requirements of [s. SPS 321.15 \(2\) \(f\)](#); (3) Frost penetration requirements of [s. SPS 321.16](#); (4) Load requirements of [s. SPS 321.02](#); (5) Stair, handrail and guardrail requirements of [s. SPS 321.04](#); and (6) Decay protection requirements of [s. SPS 321.10](#).

Plans and specifications showing the deck dimensions, cross sections and footings are required. This is required for all decks that are attached and that serve as an exit.

Does the proposed deck meet all the requirements listed above?

☐ Yes ☐ No ☐ N/A

Are all required documents submitted?

☐ Yes ☐ No ☐ N/A

POOL REQUIREMENTS – 94.12.04

Approved Materials. All materials and methods of construction in the construction, alteration, addition, remodeling, or other improvements and pool installation shall be in accord with all State regulations and with any and all applicable ordinances of the Village.

Plumbing. All plumbing work shall be in accordance with all applicable local ordinances and all State codes and requirements. Every swimming pool shall be provided with a suitable draining method, meeting the requirements of subsection below.

Electrical Installations. All electrical installations, including lighting and heating, but not limited thereto, that are provided for, installed, and used in conjunction with a private swimming pool shall be in conformance with State laws and local ordinances regulating electrical installations.

Placement and Setbacks. Swimming pools shall be erected or constructed in rear yard only and only on a lot occupied by a principal building. All swimming pools shall meet the side and rear setback requirements applicable to accessory structures in Figures 5.01(2) and 5.02(2).

Enclosures. Each swimming pool as defined in Section 94.17.04 shall be completely enclosed by a fence, wall, cover, or other protective device of sufficient strength to prevent access to the pool by a person weighing 250 pounds or less.

If a fence or wall is used for the required enclosure, such fence or wall shall not be less than four feet in height. The Zoning Administrator may require a minimum of six feet in height upon a determination that the selected fence design will facilitate climbing.

The pool wall of an above ground pool may serve as all or part of the required fence height. Fences or walls shall not have voids, holes, or openings larger than four inches in one dimension. Gates or doors shall be equipped with self-closing and self-latching devices located at the top of the gate or door on the pool side of the enclosure, except the door of any building that forms a part of the enclosure.

If a cover or other protective device is used for the required enclosure, such cover or other protective device shall have a strength, design, and material that meets the requirements of this Section and is securely fastened in place when the swimming pool is not in use.

Maximum Pool Size. No pool, together with its deck area, shall occupy more than 40 percent of the usable area of the rear yard excluding all garages or accessory structures located in the area. **THE DIMENSIONS OF THE REAR YARD SHALL BE PROVIDED ON THE SUBMITTED SITE PLAN.**

Draining and Approval Thereof. No swimming pool shall be constructed so as to allow water to drain into any sanitary sewer nor to overflow upon or cause damage to any adjoining property. Draining a swimming pool into public streets, other public property, or the storm sewer system may occur only with the prior approval of the Village Director of Public Works.

Filter System Required. All swimming pools must have, in connection therewith, some filtration system to ensure proper circulation of the water therein and maintenance of the proper bacterial quality thereof.

Dirt Bottoms Prohibited. All swimming pools shall have the sides and bottom of a smooth finish, and no sand or dirt bottom shall be permitted.

Does the proposed pool meet all the requirements listed above? ☐ Yes ☐ No ☐ N/A

REIMBURSEMENT FOR DEVELOPMENT REVIEW SERVICES

The Village Planner, Village Engineer, Public Works Director, Village Attorney, and other Village staff and consultants may expend time in the administration, investigation, and processing of development review applications. In addition, the Village may retain the services of other professional consultants—including but not limited to landscape architects, architects, environmental specialists, and recreation specialists—in the investigation and processing of such applications.

Reinforcing the requirements of Section 94.16.18(4) of the Village zoning ordinance, the signing and submittal of this application or petition for development review shall be construed as an agreement to pay for professional consulting services associated with the administration, investigation, and processing of this application or petition. The Village Administrator shall retain sole discretion in determining when and to what extent it is necessary to involve one or more professional consultants in the review of each application or petition.

The Applicant shall be responsible for the costs for such professional consulting services. The Applicant shall pay such costs upon receipt of one or more invoices from the Village, following the execution of the development review services associated with the application. In the event the Applicant fails to pay such costs, the responsibility shall pass to the property owner, if different, under the same terms. Development review fees that are assigned to the Applicant or property owner, but that are not actually paid, may then be imposed by the Village as a special charge on the affected property.

In the event the Village should chooses to exercises the above stated policy, and as stated in the Zoning Code, the applicant shall be notified and consulted with prior to Staff expending additional time that is not already built into the review process fee and/or the hiring of a professional consultant for the review, processing and investigation of this application. The intent of the Zoning Administrator is to exercise this policy in extreme and unusual circumstances or in the absence of the Zoning Administrator.

STATEMENTS OF UNDERSTANDING AND SIGNATURES

By checking the box below, I acknowledge that I have reviewed and understand the Village of Weston zoning ordinance and its standards of approval related to this application; read, understand, and accept my responsibilities under the reimbursement section above; submitted an application that is true, correct, and complete to the best of my knowledge; acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application; understand that all meeting dates are tentative and may be postponed by the Village for the reason of incomplete submittals or other administrative reasons; if this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I must take certain actions related to the development of the subject property, or risk having the approval being nullified. **Failing to attach a site plan to this application or failing to include all the required components will deem the status of this application as incomplete. Incomplete applications will not be reviewed and shall be discarded within 30-days if the application status remains incomplete. Any fees collected will not be refunded. ALL FINALIZED PERMITS WILL BE SENT VIA EMAIL OR BE PICKED UP AT THE MUNICIPAL CENTER. Permits will not be sent by mail.** Work on the proposed project cannot begin without the issuance of a permit. Permits filled after the fact shall be subject to double the fee and a \$50.00 fine.

☐ I hereby acknowledge and have read and understand the statement as written above.

"Right to Cure" and Cautionary Statement to Owners obtaining Building Permits (for new decks and altering or expansion of decks):

101.65(1r) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement of advising the owner that: If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under Wis Stat §101.654(2)(a), the following consequences may occur:

(a) **The owner may be held liable** for any bodily injury or death of others or for any damage to the property of others that arise out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) **The owner may not be able to collect from the contractor damages** for any loss sustained by the owner because of violation by the contractor of the one and two family dwelling code or an ordinance enacted under Wis Stat §101.654(1)(a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of other that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

Additionally, Wis Stat §101.66 Compliance and Penalties. "Every builder, designer and owner shall use building materials, methods and equipment which are in conformance with the one and two family dwelling code."

Consequently:

If the owner signs the Permit Application, the owner is held responsible for any code violations, Orders for Correction and/or citations that may be issued in association with this permit.

If the contractor signs the Permit Application as an agent for the owner, the contractor is held responsible for any code violations, Orders for Corrections and/or citations that may be issued in association with this permit.

☐ I hereby read and acknowledge the Cautionary Statement to Owners obtaining Building Permit as written above.

When applying online, the applicant must use a secure e-signature (i.e. Adobe Signature) or print and scan this application. **No hand written applications will be accepted.** When applying in person, the application shall be printed and signed by the applicant.

Signature of Applicant

Date

☐ Property Owner ☐ Contractor

STAFF REVIEW

PIN: _____ Zoning: _____ ☐ Village ☐ ETZ
Filed After the Fact: ☐ Yes ☐ No Fine Imposed: ☐ Yes ☐ No Amount: _____
Lot Size: _____ Principal Building Footprint: _____

Required Detached Accessory Structure Setbacks and Standards **(Pools Only)**:

Interior Side: _____ Rear: _____
Height: _____ Area: _____
_____ LSR: _____

Proposed Detached Accessory Structure Setbacks and Specifications **(Pools Only)**:

Interior Side: _____ Rear: _____
Height: _____ Area: _____
Pool Size Ratio _____ New LSR: _____

Signature of Building or Designee _____

Date _____

Permit Number(s) _____ ☐ Approved ☐ Denied

STAFF TIME TABLE CHECKLIST

- ☐ **Pre-application conference with Planning and Development Department Staff (optional).**

Date: _____ Participants: _____

- ☐ **Application and required plans filed with the Village.**

Date: _____ Received by: _____

- ☐ **Application fee received by Village.**

Date: _____ Received by: _____

- ☐ **Application and submitted plans verified as being complete.**

Date: _____ Reviewed by: _____

- ☐ **Determination by Zoning Administrator as to whether requested application requires approval or recommendation from another body under the zoning ordinance (e.g., conditional use permit, site plan approval). (Skip if N/A)**

Review Authority: _____ Meeting Date: _____

Action Taken: ☐ Approved as presented ☐ Approved with modifications ☐ Denied

- ☐ **Building Inspector (or designee) action.**

Designee: _____

Date: _____ Action Taken: ☐ Approved as presented ☐ Approved with modifications ☐ Denied

- ☐ **Applicant notified of decision.**

Date: _____ Sent by: _____

- ☐ **Attached in Smart Search.**

Date: _____ Attached by: _____

- ☐ **Attached and closed in Beehive.**

Date: _____ Closed by: _____